PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/9/20.	Prepared by:	SOWMYA
PO/WO no.	70425	PO / WO Date.	15/9/20
Supplier Name	SSlp.	PO/WO amount	5,823.
Firm/Company	Modi Realty Mallapur llp	Project	GMR.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13411	25/9/20	3,003
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,003.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11347	25/9/20	83426.	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3,003
Amount E – PO / WO value:	5,823
Amount F – Difference (A – E):	

Quantity received as per PO /WO	☐ Yes ☐ Excess received ☑ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	☐ Yes ☐ No (explained below)
Excess / short material received	☐ Approved – within acceptable limits ☐ No (explained below)
Close PO / W?O	☐ Yes ☑ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs._____/- ☑ No
Payment – due date	**3.10.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature]				
Date	26/9/20.		6/10				

APPROVED
06 OCT 2020
MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

ORIGINAL INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	13411
Modi Reality Mallapur LLP	Invoice Date.	25-09-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	70425
	PO Date.	15-09-2020
	Req ID	59855
	Req Date	14-09-2020
GSTIN : 36AAEFM1459R1ZP	Loc Req No	68411

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7584 - Stationery - other - Scribbling Pads - other -		15	12.00	180.00	18	32.40
2	7533 - Stationery - other - Highlighter - NA - nos	9608	10	19.00	190.00	18	34.20
	Pen-All colours						
3	7571 - Stationery - other - Projects folder - NA - nos		100	5.50	550.00	18	99.00
	A3						
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	1	6.00	6.00	18	1.08
	small						
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	1	15.00	15.00	18	2.70
	big						
6	7555 - Stationery - other - Paper - A4 - bundles	4810	5	230.00	1,150.00	12	138.00
7	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
8	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	12	8.40
	Blue						
9	7507 - Stationery - other - Box file - Big - nos		10	37.00	370.00	12	44.40
	A4						
10	7523 - Stationery - other - Eraser - NA - nos		10	1.50	15.00	18	2.70
	Box						
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	2,630.00		372.96
	186.48	186.48	Total Invoice Amount	3,002.96		

Rupees : Three Thousand Two and Paise Ninty Six Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No 69786
Date 28/9
Sign

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 15-09-2020 12:04:44

70425
14.09.20 5:37:49

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	70425	68411
	Doc Date	15-09-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	15-09-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7584 - Stationery - other - Scribbling Pads - other - nos	15.00	12.00	0.00	18.00	212.40
2	7533 - Stationery - other - Highlighter - NA - nos *Pen-All colours*	20.00	19.00	0.00	18.00	448.40
3	7571 - Stationery - other - Projects folder - NA - nos *A3*	500.00	5.50	0.00	18.00	3,245.00
4	7594 - Stationery - other - Stapler pin - other - boxes *small*	1.00	6.00	0.00	18.00	7.08
5	7594 - Stationery - other - Stapler pin - other - boxes *big*	1.00	15.00	0.00	18.00	17.70
6	7555 - Stationery - other - Paper - A4 - bundles	5.00	230.00	0.00	12.00	1,288.00
7	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
8	7560 - Stationery - other - Pen - NA - nos *Blue*	20.00	3.50	0.00	12.00	78.40
9	7507 - Stationery - other - Box file - Big - nos *A4*	10.00	37.00	0.00	12.00	414.40
10	7523 - Stationery - other - Eraser - NA - nos *Box*	10.00	1.50	0.00	18.00	17.70
					Total Order Value . . .	**5,823.16**

Rupees : Five Thousand Eight Hundred Twenty Three and Paise Sixteen Only.

Part bill Recieved
Balance to get
Bill no:- 1341 dt:- 25/9/20
Amt :- 3,003/-
06/10/2020

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil

For ***Modi Reality Mallapur LLP***
Authorised Signatory

15/09/2020

Name : ________________

Contact - -

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ________________

Date : __/__/____

1083

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	11347
Modi Reality Mallapur LLP	DC Date.	25-09-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	70425
	PO Date.	15-09-2020
	Req ID	59855
	Req Date	14-09-2020
GSTIN : 36AAEFM1459R1ZP	Loc Req No	68411

	Description of Goods	HSN/SAC	Qty
1	7584 - Stationery - other - Scribbling Pads - other - nos		15
2	7533 - Stationery - other - Highlighter - NA - nos	9608	10
3	7571 - Stationery - other - Projects folder - NA - nos		100
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	1
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	1
6	7555 - Stationery - other - Paper - A4 - bundles	4810	5
7	7563 - Stationery - other - Pencil - NA - boxes	4421	2
8	7560 - Stationery - other - Pen - NA - nos	9608	20
9	7507 - Stationery - other - Box file - Big - nos		10
10	7523 - Stationery - other - Eraser - NA - nos		10
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INWARD
MODI REALTY MALLAPUR LLP
Ward No 1083 Dt 25/9/20
MRN No. 83426 Dt. 26/9/20
Received By Sona Sign 25/9/20

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 44448
Date 28/9
Sign

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	13411
Modi Reality Mallapur LLP	Invoice Date.	25-09-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	70425
	PO Date.	15-09-2020
	Req ID	59855
	Req Date	14-09-2020
GSTIN : 36AAEFM1459R1ZP	Loc Req No	68411

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7584 - Stationery - other - Scribbling Pads - other -		15	12.00	180.00	18	32.40
2	7533 - Stationery - other - Highlighter - NA - nos	9608	10	19.00	190.00	18	34.20
	Pen-All colours						
3	7571 - Stationery - other - Projects folder - NA - nos		100	5.50	550.00	18	99.00
	A3						
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	1	6.00	6.00	18	1.08
	small						
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	1	15.00	15.00	18	2.70
	big						
6	7555 - Stationery - other - Paper - A4 - bundles	4810	5	230.00	1,150.00	12	138.00
7	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
8	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	12	8.40
	Blue						
9	7507 - Stationery - other - Box file - Big - nos		10	37.00	370.00	12	44.40
	A4						
10	7523 - Stationery - other - Eraser - NA - nos		10	1.50	15.00	18	2.70
	Box						
11							
12							
13							
14							
15							

INWARD
MODI REALTY MALLAPUR LLP
Ward No 1083 Dt. 25/9/20
MRN No. Dt.
Received By Sign 25/9/20

IGST	CGST	SGST	Total Taxable Amount	2,630.00		372.96
	186.48	186.48	Total Invoice Amount	3,002.96		

Rupees : Three Thousand Two and Paise Ninty Six Only.

for Summit Sales LLP

Authorised signatory

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